

Planning & Zoning Board

AGENDA

June 17, 2025, 7:00 PM
3913 Church Street

A. CALL TO ORDER

B. Roll Call

C. Approval of the Agenda

D. Meeting Minutes

1. March 18, 2025 Meeting Minutes
2. May 20, 2025 Meeting Minutes

PUBLIC HEARING:

Any member of the public may address the Planning and Zoning Board, during the time allotted for public hearing. Each attendee will be allowed 3 minutes. If your public comment contains a series of questions, please provide those questions to staff in writing on the Public Comment Card (Staff) prior to the meeting. This will facilitate follow-up by the Board or Staff. The Planning and Zoning Board desires to allow an opportunity for public comment; however, the business of the Board must proceed in an orderly and timely manner.

E. Presentations

F. Old Business

G. New Business

1. Review of a Sketch Plat approval request at 586, 590, and 600 Woodland Avenue (Parcel ID: 18 047 32 006, 005, & 009) to construct a subdivision with thirteen (13) townhomes and one (1) single-family home.
2. Review of an updated Zoning Matters 2025 Meeting Schedule.

H. Adjournment



Meeting Minutes

Planning & Zoning Board
March 18, 2025 at 7:00 P.M.
1055 Rowland Street, Clarkston, GA 30021

CALL TO ORDER

Meeting called to order at 7:00pm by Vice Chair Felicia Weinert.

DETERMINATION OF QUORUM

Present: Felicia Weinert, Birendra Dhakal, Lisa Williams, and Amy Medford

Absent: Chuck McFarland

APPROVAL OF THE AGENDA

Amy Medford moved to approve the agenda as presented; seconded by Birendra Dhakal.

Vote: Approved Unanimously 4-0.

APPROVAL OF MEETING MINUTES

1. December 17, 2024
2. February 18, 2025

Amy Medford moved to recommend approval of meeting minutes from December 17, 2024 and February 18, 2025; seconded by Birendra Dhakal.

Vote: Motion Passed; 4-0.

PRESENTATIONS – None.

OLD BUSINESS

1. **Update on adding parks and green space to the Zoning Map.**

Richard Edwards presented on his findings from other municipalities.

Lisa Williams spoke in favor of examining adding a zoning district for greater protection of parks. Further, she mentioned that this may be a good topic for the Parks and Recreation Master Plan discussion and recommendations.

Amy Medford asked if it would be possible to add a park layer on top of the existing online mapping. Further, she mentioned

that in addition to the Parks and Recreation Master Plan the city is working on the Comprehensive Plan and Greenway Plan too.

Birendra Dhakal supported calling parks and green spaces out on the zoning map.

The board unanimously recommended adding a green space layer to the online mapping software and for further review and recommendations from the Parks and Recreation Master Plan.

NEW BUSINESS

- 1. CUP2025-001 – proposed conditional use permit to allow a drive-thru eating establishment at 4540 East Ponce de Leon Avenue (parcel ID: 18 142 01 089).**

Richard Edwards presented the staff analysis to the board.

Matt Coggins, applicant, presented his case to the board.

Dean Moore spoke in favor of the proposal.

**Amy Medford moved to recommend approval of the conditional use permit; seconded by Lisa Williams.
Vote: Motion Passed; 4-0.**

- 2. VAR2025-002 – proposed variance request from Section 540(a) of the zoning ordinance to not require a 5-foot sidewalk along a local street at 3679 West Smith Street (18 119 05 017).**

Richard Edwards presented the text amendment to the board.

Michael Reinsel, applicant, presented his case to the board.

Dean Moore spoke in opposition to the request.

Lisa Williams asked the applicant for further explanation of their hardship. Further, she asked for clarification on staff's recommendation.

Amy Medford stated that she agreed with the intent of the ordinance but recommended the city examine starting a "sidewalk bank" like the tree bank that the city enforces. She stated that the funds received could be distributed for future city projects to construct sidewalks with demonstrated benefits to the city and residents.

Birendra Dhakal spoke in favor of the city council considering a sidewalk bank program.

Amy Medford moved to recommend approval of the variance with the applicant paying 2/3 of the cost of installing the sidewalk to the city for future sidewalk expansions. No seconds on this motion so it failed.

**Birendra Dhakal moved to recommend approval of the variance; seconded by Amy Medford.
Vote: Motion Passed; 4-0**

- 3. Discussion on proposed Architectural Design Requirements and Guidelines.**

Richard Edwards presented the text amendment to the board stating that the only items not currently in the zoning code are residential garage and carport requirements and anti-monotony architectural requirements for residential homes.

Lisa Williams spoke in favor of adding the anti-monotony architectural requirements for residential homes.

Amy Medford stated that she was not in favor of additional architectural requirements for single-family homes.

Amy Medford moved to not move forward with the Architectural Design Requirements and Guidelines; seconded by Birendra Dhakal.

Vote: Motion Passed; 3-1 (Lisa Williams voting in opposition).

ADJOURNMENT

Amy Medford moved to adjourn the meeting at 7:53p.m.; seconded by Birendra Dhakal.

Vote: Approved Unanimously 4-0.

Felicia Weinert, Vice-Chair

Richard Edwards, Secretary



Meeting Minutes

Planning & Zoning Board
May 20, 2025 at 7:00 P.M.
1055 Rowland Street, Clarkston, GA 30021

CALL TO ORDER

Meeting called to order at 7:00pm by Vice Chair Felicia Weinert.

DETERMINATION OF QUORUM

Present: Felicia Weinert, Birendra Dhakal, Lisa Williams, and Amy Medford
Absent: Chuck McFarland

APPROVAL OF THE AGENDA

Amy Medford moved to approve the agenda as presented; seconded by Birendra Dhakal.
Vote: Approved Unanimously 4-0.

APPROVAL OF MEETING MINUTES – None.

PRESENTATIONS – None.

OLD BUSINESS – None.

NEW BUSINESS

1. Review an ordinance to amend the text of the Clarkston Zoning Ordinance, Appendix A, Article III, Zoning District Regulations, of the City Code, by creating a new Section 308.1 to provide housing typology layouts for each of the allowed residential housing types in the NR-1, NR-2, and NR-3 zoning districts (i.e., single-family detached dwellings, accessory dwelling units, cottage court, duplex, triplex/quadplex, and townhouse).

Richard Edwards presented the text amendment to the board.

Dean Moore spoke in favor of the text amendment.

Amy Medford expressed interest in adding multiple examples for each of the layouts.

Amy Medford moved to recommend approval of text amendment as presented; seconded by Birendra

Dhakai.

Vote: Motion Passed; 4-0.

- 2. Review of an ordinance to amend the text of the Clarkston Zoning Ordinance, Appendix A, Article III, Section 317. TC, town center district to provide land use mix requirements for parcels over one-half acre in size.**

Richard Edwards presented the text amendment to the board.

Amy Medford expressed concerns over how future mixed-use development could affect existing businesses.

Lisa Williams asked staff if the existing businesses would be grandfathered.

Amy Medford inquired if the city could consider further development incentives for mixed-use development.

Lisa Williams expressed concerns over protecting existing businesses with potential new development.

Amy Medford stated that the parking requirements for a mixed-use building gets complicated and recommended staff look into parking regulations explicitly for mixed-use buildings.

Lisa Williams inquired about setback requirements and sidewalk regulations in the TC zoning district.

Amy Medford moved to recommend approval of text amendment as presented; seconded by Lisa Williams. Vote: Motion Passed; 4-0.

- 3. Review of an ordinance to amend the text of the Clarkston Zoning Ordinance, Appendix A, Article V of the city code, to provide architectural design requirements, residential garage and carport requirements, and to provide architectural building elevation requirements to minimize the monotonous appearance of residential developments.**

Richard Edwards presented the text amendment to the board.

Dean Moore spoke in favor of this text amendment.

Amy Medford asked how this would affect existing single-family homes, cottages homes, and townhomes.

Lisa Williams expressed support of the text amendment stating that it encourages walkability and a greater sense of community.

Birendra Dhakai asked if the tent carports are allowed by the zoning code and how this text amendment would affect those carports.

Amy Medford expressed concerns over strict design standards making it harder to obtain housing.

Lisa Williams moved to recommend approval of text amendment as presented; seconded by Birendra Dhakai.

Vote: Motion Passed; 3-1.

- 4. Review an ordinance to amend the text of the Clarkston Zoning Ordinance as follows: (1) amend Appendix A, Article IV, Section 403 – Use Table, to add use regulations for child day care, adult day care, convenient stores, grocery stores, fitness centers, and small food retail to the use table; and (2) amend Appendix A, Article VII – Definitions, to revise the definition of convenience store and to add definitions for grocery store, fitness center, and small food retail to the Definitions.**

Richard Edwards presented the text amendment to the board.

Dean Moore expressed concerns over the number of convenient stores and their allowed alcohol sales and coin operated amusement machines.

Amy Medford asked for clarification on child day care and adult day care facilities being allowed as accessory uses in NR-1, NR-2, and NR-3 zoning districts.

Birendra Dhakal asked if the code had any regulations for short-term rentals.

Amy Medford expressed concerns about convenience stores and recommended staff researching surrounding jurisdictions and updating regulations on managing convenient store uses.

Felicia Weinert asked for clarification on the difference between convenient stores and small food retail.

Amy Medford asked if massage parlors would be allowed under the fitness center definition.

Lisa Williams expressed concerns over the regulating of convenient stores.

Amy Medford asked how farmers markets would be classified with the new definitions.

Amy Medford moved to recommend approval of text amendments for child day care, adult day care, grocery stores, fitness centers, and small food retail with the following amendments:

- Update the use table to allow child day care and adult day as permitted accessory uses (Pa) in the NR-1, NR-2, and NR-3 zoning districts.**
- Disallow coin operated amusement machines for small food retail uses.**

Vote: Motion Passed; 4-0.

Amy Medford moved to defer the convenient store definitions and use table amendments to the June meeting to address the concerns brought forth by the board; seconded by Lisa Williams.

Vote: Motion Passed; 4-0.

ADJOURNMENT

Lisa Williams moved to adjourn the meeting at 8:13p.m.; seconded by Amy Medford.

Vote: Approved Unanimously 4-0.



STAFF ANALYSIS AND REPORT

APPLICANT: Rizwan Momin

LOCATION: 586, 590, & 600 Woodland Avenue
(Parcel ID: 18 047 32 006, 005, & 009)

CASE #: PLAT2025-001

ZONING: NR-CD: Neighborhood Residential – Community Development

REQUEST: Sketch Plat approval for a residential subdivision.

ZONING/ADJACENT LAND USE:

North	NR-CD
South	NR-CD
West	Stone Mountain Trail/CSX ROW
East	R-75: Unincorporated residential

MEETING INFORMATION:

Planning & Zoning Commission:	06/17/2025 – 7:00 P.M
-------------------------------	-----------------------

RECOMMENDATION:

Staff recommends approval.

BACKGROUND:

These properties were rezoned from I – Light Industrial to NR-CD – Neighborhood Residential Community Development on January 10, 2023. There were no conditions attached to the rezoning proposal based on the approved meeting minutes from that meeting.

These properties consist of approximately 1.3993 acres that are vacant, unimproved parcels. The applicant is requesting Sketch Plat approval for thirteen (13) townhomes and one (1) single-family home.

This development conforms with the underlying NR-CD development standards such as lot size, lot area, setbacks, and open space. The proposal has two access points along Woodland Avenue with the internal street being private.

Standards for approval of Sketch Plats; approved Preliminary Plats.

(a) The Planning Commission shall not approve a Sketch Plat unless it is found that:

1) Provisions have been made for a water supply system that is sufficient in terms of quantity, dependability, and quality for purposes of health, emergency, and adequate fire protection for the subdivision proposed;

Water service is to be provided by DeKalb County.

2) If a public sewage system is proposed, adequate provision has been made for such a system and, if other methods of sewage disposal are proposed, that such systems will comply with federal, state, and local laws and regulations;

Sewer service is to be provided by DeKalb County.

3) Adequate areas have been allocated within a subdivision to meet the regulations for the long-term collection, management, and treatment of stormwater;

The preliminary stormwater plan has been reviewed and approved by the City Engineer and appears to meet or exceed the minimum requirements of the code.

4) The proposed subdivision is designed to avoid areas of flood plains, watercourses, wetlands, exceptional or specimen trees or woodlands;

There are no streams or flood plains affecting this site.

5) No platting of lots within the subdivision will create any non-conforming lots or increase the nonconformity of existing non-conforming lots on property within or adjacent to the subdivision;

Newly created lots are in compliance with applicable lot standards in the NR-CD Zoning District.

7) The proposed subdivision meets all the requirements of the city's Code of Ordinances.

Yes, the proposed subdivision appears to meet or exceed all requirements of the city's Code of Ordinances.

Recommendation:

Staff has reviewed the request in accordance with the required review criteria and recommends **APPROVAL** of the Sketch Plat for the properties located at 586, 590, and 600 Woodland Avenue.

Aerial of the site





CITY of CLARKSTON

SUBDIVISION (Sketch Plat & Final Plat) APPLICATION

**Form #
200-SUB**

This page must be completed by the Applicant. Please see Applicant Instructions for full requirements of items required on Sketch Plat and Final Plat documents.

SUBMITTAL CHECKLIST

Your application must include the following items, or it will not be considered complete:

- Sketch Plat (Per Checklist)
- Written Legal Description of Property
- Property Deed(s)
- Recorded Plat of Property (seven (7) copies)
- Campaign Contribution Disclosure Form
- Filing Fee (payable to The City of Clarkston)

FOR OFFICE USE/DETERMINATION

Review determination and fee: Review fee (payable to *The City of Clarkston*) depends on type of review(s). (See Fee Schedule):

_____ Subdivision/Final Platting (Fee) _____

APPLICANT INFORMATION

Rizwan Momin	Imperial Developers LLC		
Applicant Name	Company		
700 Wisteria Vine Lane	Suite/Apt. #	Lilburn, GA	30047
Mailing Address	Suite/Apt. #	City, State	Zip Code
770-309-6653			
Primary Phone #	Alternate Phone #	Fax #	
RIZWANGMOMIN@GMAIL.COM			
Email Address			

PROJECT SUMMARY

Woodland Points Townhomes
Name of Project

Detailed Project Description (Include proposed use(s) and square footage of floor area for each use):

Thirteen town homes and one single family home are to be constructed. An improved driveway entrance with
two parking spots for each unit will be provided. Supporting utility infrastructure for the town homes will be provided.
The town homes are fee simple for sale total enclosed area per unit: 2,156 s.f.

Total Number of Parcels Involved: 15 Total Project Acreage: 1.4
Total Estimated Cost of Planned Improvements: \$3,000,000

- Development of Regional Impact (see table for thresholds that trigger DRI review)
- Project Submittal Checklist and all documents, plans, written analysis, and fees required therein accompany this application form.



CITY of CLARKSTON
SUBDIVISION
(Sketch Plat & Final Plat)
APPLICATION

Form #
200-SUB

I hereby certify that all information provided herein and in the accompanying documents is true and correct.

Rizwan Mominri

05/27/2025

Applicant Signature

Date

Property Owner

Owner's Agent



CITY of CLARKSTON SUBDIVISION (Sketch Plat & Final Plat) APPLICATION

Form #
200-SUB

PROPERTY INFORMATION/OWNER AUTHORIZATION

If more than one parcel is the subject of review, owner-applicant shall complete information for each parcel on additional page attachments; authorized agent-applicants must complete this page for EACH parcel.

PROPERTY # 1 OF 3 TOTAL

PARCEL (PROPERTY) INFORMATION

<u>600 Woodland Avenue SE</u> Property Address/Location	<u> </u> Suite/Apt. #	<u>Scottdale, GA</u> City, State	<u>30079</u> Zip Code
<u>18 047 32 009</u> Parcel ID/Property Tax Identification Number	<u>0.9856 Acres</u> Total Acreage		
<u>Vacant Lot</u> Present Use(s)	<u>NR-CD</u> Present Zoning (Official Zoning Map)		
<u>Residential (Townhomes)</u> Proposed Use(s)			

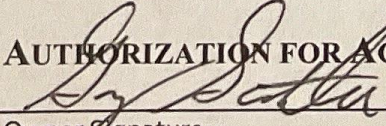
PROPERTY OWNER

<u>Rizwan Momin</u> Owner (Person, Firm, Corporation, or Agency)	<u>Imperial Developers LLC</u> Company Name		
<u>700 Wisteria Vine Lane</u> Mailing Address	<u> </u> Suite/Apt. #	<u>Lilburn, GA</u> City, State	<u>30047</u> Zip Code
<u>770-309-6653</u> Primary Phone #	<u> </u> Alternate Phone #	<u> </u> Fax #	
<u>RIZWANGMOMIN@GMAIL.COM</u> Email Address			

PROPERTY OWNER'S AGENT (If applicable; must match applicant contact information on page #1)

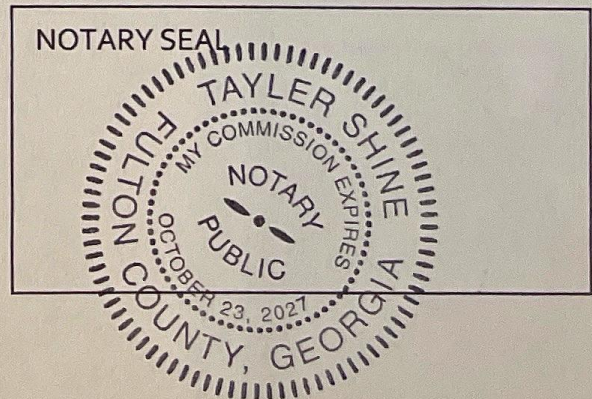
<u>Greg Scotchie, Scotchie Civil Engineering LLC</u> Name and Company (Owner's Agent or Attorney)			
<u>11 The Croft</u> Mailing Address	<u> </u> Suite/Apt. #	<u>Sandy Springs, GA</u> City, State	<u>30342</u> Zip Code
<u>404-426-2868</u> Primary Phone #	<u> </u> Alternate Phone #	<u> </u> Fax #	
<u>GREG@SCOTCHIECIVILENGINEERING.COM</u> Email Address			

AUTHORIZATION FOR AGENT (If applicable)

 Owner Signature	<small>Greg Scotchie 2025.05.21 08:52:28-04007</small>	<u>5/21/2025</u> Date
<u>Greg Scotchie</u> Print Name		

Subscribed and sworn before me this 2nd day of May, 2025.


Signature of Notary Public in the State of Georgia





CITY of CLARKSTON
SUBDIVISION
(Sketch Plat & Final Plat)
APPLICATION

Form #
200-SUB

PROPERTY INFORMATION/OWNER AUTHORIZATION

If more than one parcel is the subject of review, owner-applicant shall complete information for each parcel on additional page attachments; authorized agent-applicants must complete this page for EACH parcel.

PROPERTY # 3 OF 3 TOTAL

PARCEL (PROPERTY) INFORMATION

586 Woodland Avenue SE
Property Address/Location Suite/Apt. # Scottdale, GA 30079
18 047 32 006
Parcel ID/Property Tax Identification Number 0.18 Acres
Total Acreage
Vacant Lot
Present Use(s) NR-CD
Residential (Townhomes)
Proposed Use(s) Present Zoning (Official Zoning Map)

PROPERTY OWNER

Rizwan Momin
Owner (Person, Firm, Corporation, or Agency) Imperial Developers LLC
Company Name
700 Wisteria Vine Lane
Mailing Address Suite/Apt. # Lilburn, GA 30047
770-309-6653
Primary Phone # Alternate Phone # Fax #
RIZWANGMOMIN@GMAIL.COM
Email Address

PROPERTY OWNER'S AGENT (If applicable; must match applicant contact information on page #1)

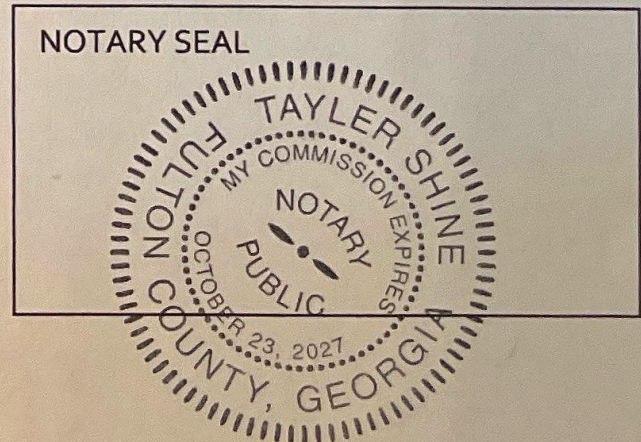
Greg Scotchie, Scotchie Civil Engineering LLC
Name and Company (Owner's Agent or Attorney)
11 The Croft
Mailing Address Suite/Apt. # Sandy Springs, GA 30342
404-426-2868
Primary Phone # Alternate Phone # Fax #
GREG@SCOTCHIECIVILENGINEERING.COM
Email Address

AUTHORIZATION FOR AGENT (If applicable)

Owner Signature Greg Scotchie Date 5/21/2025
Print Name

Subscribed and sworn before me this 2nd day of June, 2025

Signature of Notary Public in the State of Georgia





CITY of CLARKSTON
SUBDIVISION
(Sketch Plat pp 1-2 & Final Plat p 3)
CHECKLIST

Form #
400-SUB

Rizwan Momin, Imperial Developers LLC

Applicant Name

Woodland Points Townhomes - Thirteen town homes and one single family home are to be constructed.

Name and Description of Project

Sketch plats should include the following information (DeKalb County Code of Ordinances, Sec. 14-89):

A. Survey (Existing Conditions). A site analysis and topographic map at a readable scale (1"=100' minimum) shall include information on the following:

- | | | |
|------------|-----|---|
| <u>X</u> | 1. | Boundary lines. Perimeter boundary of the overall tract, bearings and distances, referred the legal point of beginning. |
| <u>X</u> | 2. | Streets on or adjacent to tract. Name, right-of-way width, and location of streets on and adjacent to the tract, and any existing railroad, sidewalk, trail, or bike lane. |
| <u>X</u> | 3. | Contour data. Topographic contour data at no more than two-foot elevation intervals. The source of this data shall be written on the plat. Existing contour data from the DeKalb County Geographic Information System Department may be used where available. |
| <u>X</u> | 4. | Tree survey. A tree survey in compliance with City of Clarkston Tree Ordinance. |
| <u>N/A</u> | 5. | Historic resources. Any building, structure, site or district identified as historic by City records as available, or by listing on the Georgia or National Register of Historic Places, or by listing as a National Historic Landmark. |
| <u>X</u> | 6. | Natural features on tract. Other conditions on the tract such as stream buffers, state waters, cemeteries, wetlands, existing structures, intermediate regional floodplain boundary (where available), rock outcroppings, and archeological resources. |
| <u>X</u> | 7. | Soils. Location of soils as shown on Soil Survey of DeKalb County, Georgia by the United States Department of Agriculture. |
| <u>X</u> | 8. | Geographical data. Numerical and graphic scales, north arrow, land lot and district numbers and lines, city and county names and limit lines. |
| <u>X</u> | 9. | Prior subdivisions. Name and reference of any formerly recorded subdivision crossing any of the land shown on the plat. |
| <u>X</u> | 10. | Zoning district. Show zoning district, case number and conditions of zoning. |
| <u>N/A</u> | 11. | Permits. Show any special administrative permit number, special land use permit number, or board of appeals case number and conditions. |
| <u>N/A</u> | 12. | Variances. Show any variance approvals (both administrative and those by City Council). |
| <u>N/A</u> | 13. | Septic tanks. Show existing septic tank and drain field location or note absence. |
| <u>X</u> | 14. | Sewers. Show size and location of sanitary sewer main(s) available. |
| <u>X</u> | 15. | Sewer easements. Show a sanitary sewer easement with a minimum width of fifteen (15) feet of for all county maintained lines not within county right-of-way, unless otherwise required by water and sewer department. |
| <u>X</u> | 16. | Water mains. Show size and location of water main(s) and fire hydrants |
| <u>X</u> | 17. | Water main easements. Show a water main easement with a minimum width of fifteen (15) feet for all county maintained lines not within right-of-way |
| <u>X</u> | 18. | IRF. Show on plan whether FEMA or county benchmark used to establish IRF also identify location of Benchmark. |
| <u>N/A</u> | 19. | Wetlands. Provide wetlands determination from U.S. Army corps of engineers. |
| <u>X</u> | 20. | Receiving waters. Provide distance to and name of receiving waters. |
| <u>X</u> | 21. | Certificate of conformity. Certification by the applicant that no lots platted are non-conforming or will result in any non-conforming lots. |
| <u>N/A</u> | 22. | Bury pits. Show location of any existing inert waste bury pits. |
| <u>X</u> | 23. | Seal. All sheets of plats must be sealed by a professional engineer, architect, surveyor, or landscape architect currently registered in the state of Georgia. |



CITY of CLARKSTON
SUBDIVISION
(Sketch Plat pp 1-2 & Final Plat p 3)
CHECKLIST

Form #
400-SUB

- B. Site plan.** A site plan at a readable scale (1"=100' minimum) showing compliance with all regulations and calculations required by the zoning ordinance which shall include but not be limited to information on all proposed improvements including:
- 1. Title. The title under which the proposed subdivision is to be recorded, if known, with the name of the property owner(s) and designers and the date of the plat.
 - 2. Street names. The name of all proposed streets.
 - 3. Rights-of-way. Street rights-of-way and widths indicated, including any necessary right-of-way required for improvements as shown on the thoroughfare plan.
 - 4. Sidewalks. All proposed sidewalk and bike lane locations.
 - 5. Lots. Lot lines, lot numbers, block letters, and the total number of proposed lots within the development.
 - 6. Dedications. Sites, if any, to be dedicated or reserved for common areas, public parks, open space, schools, playgrounds, multi-use trails, or other public uses, together with the purpose and the conditions or limitations of these dedications, if any.
 - 7. Yards. Minimum building setback lines as required under the yard requirements of zoning ordinance.
 - 8. Zoning conditions. All conditions of zoning and proposed deed restrictions shall be recited on the sketch plat.
 - 9. Corner lots. Show that corner lots shall have an extra width of not less than fifteen (15) feet more than required for interior lots for the zoning district within which they are located.
 - 10. Transitional buffers. Show transitional buffers, if any and any required screening fencing.
 - 11. BMPs. Show conceptual location of storm water management and water quality BMP facilities on sketch plat.
 - 12. IRF. Show proposed IRF contour, spot elevation (if available) and source.
 - 13. Covenants. Indicate whether the proposed subdivision will be subject to private covenants and whether a homeowner's association will be established.
 - 14. Sewer easements. Show a sanitary sewer easement with a minimum width of fifteen (15) feet for all county maintained lines not within county right-of-way.
 - 15. Water main easements. Show a water main easement with a minimum width of fifteen (15) feet for all county maintained lines not within right-of-way.
 - 16. Fire hydrants. Show new fire hydrant(s) and eight-inch fireline(s).
 - 17. Fencing. Show any required fencing around detention ponds, if required.
 - 18. Electrical service. Show whether electrical service will be above ground or underground.
- C. Additional Information.** The following additional information shall be submitted with the sketch plat:
- 1. Owner consent. The property owner must consent in writing to the proposed development in a consent affidavit provided by the planning director with the application.
 - 2. Taxes. Provide statement from tax commissioner certifying that all ad valorem taxes on the property have been paid.
 - 3. Location. A small map of DeKalb County depicting the subdivision location within the county.
 - 4. Vicinity map. Vicinity map at a scale of four hundred (400) feet to one (1) inch showing the location of the tract with reference to surrounding properties, streets, municipal boundaries, and streams within five hundred (500) feet of the tract show zoning districts of adjoining property.
 - 5. Adjacent properties. Names of adjoining property owners and the zoning classification of adjacent properties.
 - 6. Engineer. Name, address and phone of developer and engineer on plat.
 - 7. Maximum sheet size shall be twenty-four (24) inches by thirty-six (36) inches.

TEST HOLE	APPROX. GROUND ELEVATION	TESTING DEPTH	AVERAGE INFILTRATION RATE (IN/HR)
JF-1	1031	4	0.02
I-1	1020.0	5	0.82
I-2	1026.0	5	0.15
I-3	1026.0	5	0.02
I-4	1028.0	5.8	1.82

Tree Id	Common Name	Scientific Name	Family	Condition	DBH	DBH Stem 1	DBH Stem 2	DBH Stem 3	DBH Stem 4	Latitude	Longitude	Notes	Monetary Benefit (\$)	Quality Monetary Benefit (\$)
14	Flowering	Cornus florida	Cornaceae	Fair	8.6	5	7			33.7940194	-84.2618125		3.15	0.75
15	Southern red oak	Quercus falcata	Fagaceae	Good	9					33.7939988	-84.2618477		4.37	1.5
16	Pecan	Carya ilicoides	Fagaceae	Good	11					33.7940336	-84.2618662		4.28	1.51
17	Water oak	Quercus nigra	Fagaceae	Good	26					33.7940529	-84.2619042		18.10	6.35
18	Chinaberry	Melia	Melastomaceae	Poor	19.1	13	14			33.7940131	-84.2618843	Top dead, also invasive	8.84	2.37
19	Pecan	Carya ilicoides	Fagaceae	Good	10					33.7940444	-84.2619097		4.25	1.44
20	Water oak	Quercus nigra	Fagaceae	Good	6					33.7940727	-84.2620069		2.79	0.61
21	White oak	Quercus alba	Fagaceae	Good	42					33.7940718	-84.2621703		28.87	6.3
22	Magnolia	Magnolia spp.		Good	15					33.7940923	-84.2621912		9.45	3.19
23	Post oak	Quercus stellata	Fagaceae	Fair	40					33.7942705	-84.2622899	Can't obtain accurate measurements due to grade changes and fencing	35.69	0.15
24	Pecan	Carya ilicoides	Fagaceae	Good	21					33.7942141	-84.2621252		11.87	3.61
25	Sweetgum	Liquidambar styraciflua	Altingiaceae	Poor	28					33.7941580	-84.2620428	Bark gone and decay evident in a large area of tree	11.91	4.9
26	Black walnut	Juglans nigra	Juglandaceae	Poor	20					33.7940626	-84.2619246		16.41	5.41

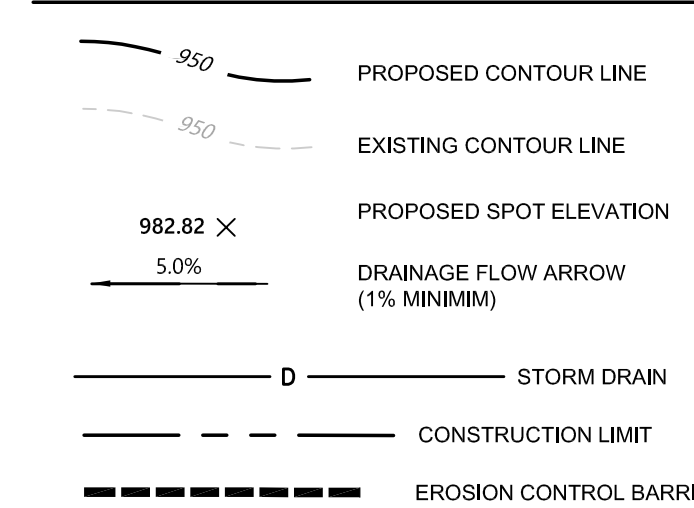
DCDWM EASEMENT LINE TABLE

Line #	Length	Direction
L52	29.99'	N01°50'56"W
L53	212.72'	S64°57'26"E
L54	37.01'	N25°02'24"E
L55	187.09'	N64°57'32"W

Curve Table

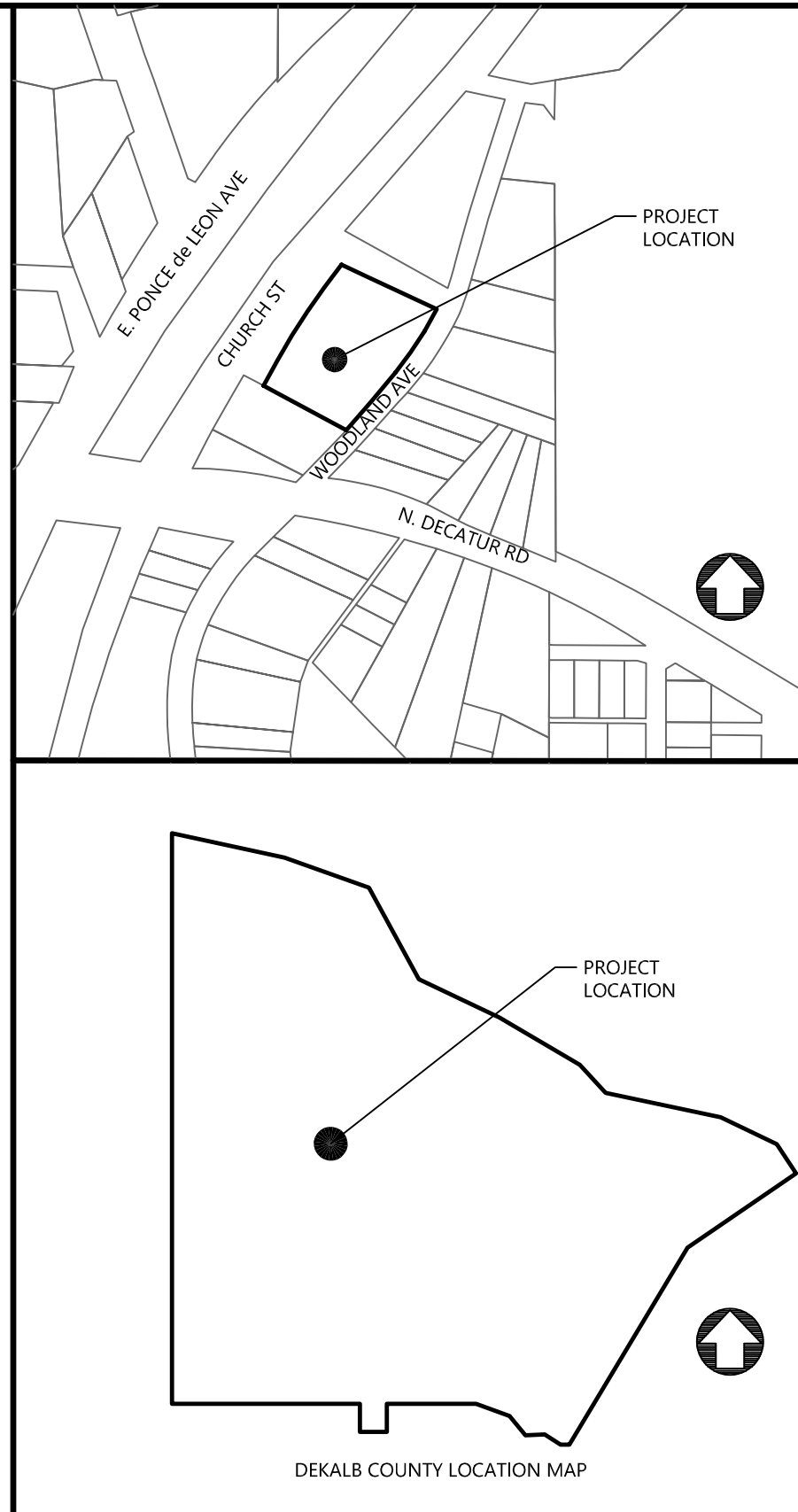
Curve #	Length	Radius	Delta
C1	49.26'	763.66'	3°41'45"
C2	100.21'	763.66'	7°31'07"
C3	50.15'	763.66'	3°45'45"
C4	193.20'	2177.82'	5°04'59"
C5	100.77'	1675.09'	3°26'48"
C6	18.30'	22.16'	47°18'57"

GRADING LEGEND



GRADING & DRAINAGE NOTES

- NO EARTHWORK SHALL BE PERMITTED UNTIL ISSUANCE OF A GRADING/DRAINAGE DISTURBANCE PERMIT FROM THE CITY OF CLARKSTON, GA. ALL EXCESS MATERIAL TO BE REMOVED FROM SITE OR STOCKPILED IN APPROVED LOCATION.
- EROSION CONTROL MATTING SHALL BE INSTALLED ON ALL SLOPES GREATER THAN 3:1.
- CONTRACTOR TO COORDINATE WITH ALL UTILITY COMPANIES PRIOR TO BEGINNING GRADING ACTIVITIES.



CUSTOMER:
WOODLAND POINTS TOWNHOMES PHASE II
 600 Woodland Avenue, Scottsdale, Georgia 30079-1315
 Imperial Developers LLC
 Received By: Rizwan Momin

PROJECT:
PROPOSED RESIDENTIAL DEVELOPMENT DRAWINGS

ENGINEER:

 SCOTCHIE CIVIL ENGINEERING
 DELIVERING QUALITY INNOVATION

SEAL:

 5/23/2025

- PRELIMINARY SKETCH PLAT NOTES**
- WARRANTY DEED BETWEEN MILLS, J.W., MILLS, J.W. MILLS, RICHARD L. MILLS, ROSA LEE BEING THE GRANTORS AND DOROTHY ELIZABETH BRABSON BEING THE GRANTEE BEING FILED IN DEED BOOK 16947, PAGE 569, CLERK OF SUPERIOR COURT, DEKALB COUNTY, GEORGIA, DECEMBER 28TH, 2004.
 - ALTOLOMA SUBDIVISION PLAT FILED IN PLAT BOOK 4, PAGE 89, CLERK OF SUPERIOR COURT, DEKALB COUNTY, GEORGIA.
 - CONTOURS AND SPOT ELEVATIONS SHOWN HEREON ARE BASED ON U.S.G.S. DATUM (NAVD 88), SITE BENCHMARKS ARE SHOWN HEREON.
 - THE PROPOSED SUBDIVISION WILL BE SUBJECT TO PRIVATE COVENANTS AND A HOMEOWNER'S ASSOCIATION WILL BE ESTABLISHED.
 - RECORDED OFF-SITE SEWER EASEMENT REQUIRED PRIOR TO ISSUANCE OF DEVELOPMENT PERMIT.
 - A 75' TRIBUTARY BUFFER WILL BE MAINTAINED ON ALL STATE WATERS THAT ARE NOT APPROVED FOR A BUFFER ENCROACHMENT VARIANCE BY DEKALB COUNTY OR GA. E.P.D.
 - SKETCH PLAT APPROVAL DOES NOT CONSTITUTE APPROVAL OF THE STORM DRAINAGE OR SANITARY SEWER SYSTEMS. NO CONSTRUCTION SHALL BEGIN UNTIL CONSTRUCTION PLANS ARE APPROVED AND A DEVELOPMENT PERMIT IS OBTAINED.
 - THE OWNER OF THE PROPERTY IS RESPONSIBLE FOR COMPLIANCE WITH THE CORPS OF ENGINEERS REQUIREMENTS REGARDING WETLANDS.

THIS SKETCH PLAT HAS BEEN SUBMITTED TO AND APPROVED BY THE PLANNING & ZONING BOARD OF CLARKSTON, GA.
 ON THIS _____ DAY OF _____
 BY: _____ (BY DIR.)
 PLANNING & ZONING BOARD CHAIRMAN
 PLANNING & ZONING BOARD OF CLARKSTON, GA.

Proposed Parcel Line Table

Line #	Length	Direction
L1	124.14'	N65°16'39"W
L2	27.41'	S43°19'15"W
L3	21.57'	S64°57'31"E
L4	6.51'	S64°57'31"E
L5	63.87'	N65°16'39"W
L6	70.87'	S43°19'15"W
L7	56.37'	S64°57'31"E
L8	42.40'	N43°47'34"E
L9	34.64'	N24°43'21"E
L10	25.92'	N64°57'31"W
L11	25.92'	S64°57'31"E
L12	86.33'	N25°02'29"E
L13	86.33'	N25°02'29"E
L14	25.92'	N64°57'31"W
L15	25.92'	S64°57'31"E
L16	86.33'	N25°02'29"E
L17	25.92'	N64°57'31"W
L18	25.92'	S64°57'31"E
L19	86.33'	N25°02'29"E
L20	25.92'	N64°57'31"W
L21	25.92'	S64°57'31"E
L22	25.92'	S64°57'31"E
L23	86.33'	N25°02'29"E
L24	25.92'	N64°57'31"W
L25	86.33'	N25°02'29"E
L26	25.92'	N64°57'31"W
L27	86.33'	S25°02'29"W
L28	25.92'	S64°57'31"E
L29	25.92'	S64°57'31"E
L30	86.33'	N25°02'29"E
L31	25.92'	N64°57'31"W
L32	86.33'	N25°02'29"E
L33	25.92'	N64°57'31"W
L34	3.06'	S64°57'31"E
L35	22.86'	S64°57'31"E
L36	86.33'	N25°02'29"E
L37	25.92'	N64°57'31"W
L38	25.92'	S64°57'31"E
L39	86.33'	N25°02'29"E
L40	25.92'	N64°57'31"W
L41	25.92'	S64°57'31"E
L42	86.33'	N25°02'29"E
L43	25.92'	N64°57'31"W
L44	25.92'	S64°57'31"E
L45	86.33'	N25°02'29"E
L46	25.92'	N64°57'31"W
L47	25.92'	S64°57'31"E
L48	86.33'	N25°02'29"E
L49	25.92'	N64°57'31"W
L50	86.33'	S25°02'29"W
L51	25.92'	S64°57'31"E



- DESCRIPTION: THIRTEEN TOWN HOMES AND ONE SINGLE FAMILY HOME ARE TO BE CONSTRUCTED AT WOODLAND POINTS TOWNHOMES PHASE II, AN IMPROVED DRIVEWAY ENTRANCE WITH TWO PARKING SPOTS FOR EACH UNIT WILL BE PROVIDED. SUPPORTING UTILITY INFRASTRUCTURE FOR THE TOWN HOMES WILL BE PROVIDED. THE TOWN HOMES ARE FEE SIMPLE FOR SALE.
- NAME AND ADDRESS OF THE PROPERTY OWNER:
RIZWAN MOMIN
700 WISTERIA VINE LANE
LILBURN, GA 30047
EMAIL: RIZWANGMOMIN@GMAIL.COM
- NAME, ADDRESS, AND PHONE NUMBER OF THE DEVELOPER:
RIZWAN MOMIN
700 WISTERIA VINE LANE
LILBURN, GA 30047
770-309-6653
EMAIL: RIZWANGMOMIN@GMAIL.COM
- NAME AND PHONE NUMBER OF THE 24-HOUR LOCAL CONTACT PERSON RESPONSIBLE FOR EROSION CONTROL EMERGENCIES:
CONTACT: MR. JUZER PETIWALA
PHONE: 786.603.5320
PHONE: (878) 828-9424
CONTACT: MICHAEL C. BELL, PLS #3465
CONTOUR INFORMATION OUTSIDE OF PROPERTY LIMITS IS BASED UPON DEKALB COUNTY GIS.
- SURVEYOR:
ALLIANCE LAND SURVEYING
L.S.F. 1322
4522 SOUTH LEE STREET
BUFDOR, GA 30518
PHONE: (878) 828-9424
CONTACT: MICHAEL C. BELL, PLS #3465
CONTOUR INFORMATION OUTSIDE OF PROPERTY LIMITS IS BASED UPON DEKALB COUNTY GIS.
- SITE LOCATION:
600 WOODLAND AVENUE
SCOTTDALE, GA 30079
WOODLAND AVENUE TRACTS LOTS 13, 14, 15, 16, & 17
PROJECT IS LOCATED IN LAND LOT 47, 18TH DISTRICT, CITY OF CLARKSTON, DEKALB COUNTY, GA.
PARCEL ID: 18 047 32 009, 18 047 32 005, 18 047 32 006
- ZONING INFORMATION:
NEIGHBORHOOD RESIDENTIAL COMMUNITY DEVELOPMENT DISTRICT - (NR-CD)
SETBACKS ATTACHED:
FRONT: 10 FEET, SIDE: 15 FEET, REAR: 26 FEET
- SETBACKS DETACHED:
FRONT: 10 FEET, SIDE: 15 FEET, REAR: 25 FEET
BUILDING COVERAGE: 80%
MINIMUM OPEN SPACE: 20%
SITE AREA: 460,952 SF (1,399.3 ACRES)
DISTURBED AREA: 63,223 SF (1.4514 ACRES)
- BY GRAPHIC PLOTTING ONLY. NO PORTION OF THIS SITE IS WITHIN THE LIMITS OF A 1 OR 0.2% ANNUAL CHANCE FLOOD HAZARD AREA AS PER F.I.R.M. FOR DEKALB COUNTY, GEORGIA. COMMUNITY PANEL NO. 13088C0067K. THE PANEL BEARS AN EFFECTIVE DATE OF AUGUST 15, 2019.
- NRCS SOIL INFORMATION:
UD - URBAN LAND-HYDROLOGIC SOIL GROUP D
PUE - PACOLET-URBAN LAND COMPLEX, 10 TO 25 PERCENT SLOPES, HYDROLOGIC SOIL GROUP B.
(REFER TO GEOTECHNICAL REPORT)
- NEAREST STATE WATERS AS DEPICTED ON DEKALB COUNTY GIS MAPPING IS AN UNNAMED TRIBUTARY OF INDIAN CREEK SOUTH OF NORTH DECATUR ROAD AT 567 WOODLAND AVE.
- A TITLE SEARCH WAS NOT PROVIDED TO ASSIST IN THE PREPARATION OF THIS SURVEY. THE PROPERTY SHOWN IS SUBJECT TO ANY AND ALL EASEMENTS, RIGHT-OF-WAYS AND/OR RESTRICTIONS THAT A CURRENT TITLE SEARCH MAY DISCLOSE.
- UNDERGROUND UTILITY LOCATION - BASED ON MARKINGS PROVIDED BY OTHERS. SCE WILL NOT TAKE RESPONSIBILITY FOR THE DISCOVERY OF ANY UNDERGROUND UTILITIES WHICH CANNOT BE SEEN DURING A REASONABLE FIELD SURVEY OF THE SITE. IT IS THE RESPONSIBILITY OF THE DEVELOPER TO FURNISH DOCUMENTATION (AS-BUILTS, DEEFS, ETC) REFERRING TO THE EXISTENCE OF ANY SUCH UTILITIES PRIOR TO THE COMMISSION OF THE FIELD SURVEY.
- TOTAL LOT AREA = 60,952 SF
ROOFTOP AREA = 15,861 SF
CONCRETE = 17,368 SF
TOTAL IMPERVIOUS AREA = 33,229 SF
LOT % IMPERVIOUS AREA = 54.5%
ALLOWABLE IMPERVIOUS AREA = 80%

SCOTCHIE CIVIL ENGINEERING, LLC
 111 THE CROFT
 ATLANTA, GA 30342
 PHONE:
 (404)426-2868

THIS DOCUMENT, AS AN INSTRUMENT OF SERVICE, IS THE SOLE PROPERTY OF SCOTCHIE CIVIL ENGINEERING, LLC. ITS USE BY THE OWNER FOR OTHER PROJECTS OR FOR COMPLETION OF THIS PROJECT BY OTHERS IS STRICTLY FORBIDDEN. DISTRIBUTION IN CONNECTION WITH THIS PROJECT SHALL NOT BE CONSTRUED AS PUBLICATION OR DEROGATION OF SCOTCHIE CIVIL ENGINEERING, LLC RIGHTS. ©2025, SCOTCHIE CIVIL ENGINEERING, LLC.

SERVICE DATES :	DESCRIPTION :
5/21/2025	ORIGINAL ISSUE
5/22/2025	REVISION 1-CITY COMMENT
5/23/2025	REVISION 2-CITY COMMENT

PRELIMINARY PLAT

Project No: 23-19 Sheet No:
 Date: 5/23/2025
 Drawn by: GBS
 Checked by: GBS
 1 of 1

PRINT DATE: 5/23/2025 11:25:10 AM
 FILE INFO: E:\OneDrive - Scotchie Civil Engineering\Projects\2023\2023-19 Woodland Point Townhomes\Source Drawings\202319000 SKETCH PLAT PRELIMINARY.dwg

Updated Zoning Matters 2025 Meeting Schedule

Application Filing/Submittal Cycle Deadline	PNZ Sign Posting	PZB Packet Distribution	P&Z Public Hearing/ Meeting (3 rd Tuesday)	Legal Ad Newspaper Deadline (12:00pm)	Legal Ad Run Date	Public Hearing Sign Posted	City Council Public Hearing (Last Tuesday of the month)	City Council Regular Meeting/Vote (1 st Tuesday of the month)
July 22, 2025	7/25/2025	8/12/2025	August 19, 2025	9/4/2025	9/11/2025	9/15/2025	September 30, 2025	October 7, 2025
August 19, 2025	8/22/2025	9/9/2025	September 16, 2025	10/2/2025	10/9/2025	10/13/2025	October 28, 2025	November 6, 2025
September 23, 2025	9/26/2025	10/14/2025	October 21, 2025	10/30/2025	11/6/2025	11/10/2025	November 25, 2025	December 2, 2025
October 21, 2025	10/24/2025	11/11/2025	November 18, 2025	12/4/2025	12/11/2025	12/15/2025	December 30, 2025	January 6, 2026
November 18, 2025	11/21/2025	12/9/2025	December 16, 2025	12/29/2025*	1/8/2026	1/12/2026	January 27, 2026	February 3, 2026
December 23, 2025	12/26/2025	1/13/2026	January 20, 2026	1/29/2026	2/5/2026	2/9/2026	February 24, 2026	March 2, 2026

NOTES:

If application submittal deadlines fall on a weekend, the application shall be submitted on the business day prior to the weekend.

* Denotes a change due to a city holiday or event.

** No application agenda items may be added to packets or agendas without a review for completeness by the Planning and Economic Development Department.

Applicants may present additional material at the public hearing (3rd Tuesday of month), but any revised site plan must be reviewed and added to following month's agenda.

***Meeting dates subject to change due, please see the City's Event Calendar on the website at www.clarkstonga.gov for the latest information.